

## Applying for WIC?

If you are applying for WIC for the first time or are requesting to continue benefits, you must bring the right people and a few key items to your appointment.



People



Proof of Identity



Proof of Income



Proof of Residency

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- 2) fax: (202) 690-7442; or
- 3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

## Anything else?

When available, also bring the following for all family members applying for WIC. This will help speed up the time to get you started.

- Shot record for your infant or child
- Your medical information/form
- Proof of pregnancy from your doctor
- Your WIC ID card if applying to continue services



Citizenship and immigration status are NOT required for WIC services.

You must keep your WIC appointments to keep receiving benefits.



[www.scdhec.gov/wic](http://www.scdhec.gov/wic)

# What to Bring to Your WIC Appointment



 **People**

Please bring **all family members** applying for services (you, your child and/or your infant).

If the appointment is for an infant or child, only a parent or authorized representative who lives with the child can bring the child and complete the paperwork.



 **Proof of Identity**

Bring at least **one form of identification** (ID) for yourself and one form of ID for your infant or child who is applying for WIC.

- Current** = Dated within 30 days of appointment
- Valid** = Not being expired at time of the appointment

**Adult Applicants, Parents and Authorized Representatives**

- |  |   |
|--|---|
| • Valid driver's license                             | • Social Security card  |
| • Valid ID card with photo                           | • Marriage license  |
| • Current bill with name on it                       | • Valid school ID   |
| • Valid insurance card/policy                        | • Voter registration card   |
| • Active S.C. Medicaid card or notice of eligibility | • Valid S.C. DMV ID with photo  |
| • Valid passport                                     | • Current pay stub with name  |
| • Valid U.S. military identification                 | • Valid beginner's permit   |
|  | • Valid S.C. WIC ID card (must be currently participating in WIC program) |

**Infants and Children**

- |  |   |
|--|---|
| • Birth certificate                                  | • Infant's hospital ID bracelet*  |
| • Social Security card                               | • Hospital birth card (crib card)*  |
| • Current foster child placement letter/notice       | • Hospital footprint card*  |
| • Valid school ID                                    | • Valid S.C. WIC ID card (must be currently participating in WIC program) |
| • Active S.C. Medicaid card or notice of eligibility |   |

\* Must not exceed 12 months from date of birth

 **Proof of Income**

Please bring the **last 4 weeks of paystubs if paid weekly** or the **last 2 paystubs if paid twice per month** as proof of income for everyone living in your home for the last 30 days.

- Current** = Dated within 30 days of appointment
- Valid** = Not being expired at time of the appointment

- |   |   |
|---|---|
| • Active S.C. Medicaid card or notice of eligibility  | • Foster child placement letter/ foster parent award letter showing the amount received for foster care   |
| • Valid SNAP notice of eligibility (An EBT card is not considered acceptable proof)   | • Court order or divorce decree showing alimony and/or child support  |
| • Valid TANF notice of eligibility  | • Self-employed ONLY – Recent 1040 ES quarterly tax form or company account books (records) or 1040 form for the past year  |
| • Current pay stubs   | • Statement from employer dated within 30 days of the appointment, 1. Including the name of the company, address and telephone number. 2. Must indicate gross earnings for a specific time period, (weekly, bi-weekly or monthly) |
| • Regular cash contributions: bring a signed/dated letter from any person (not living in the household) who regularly contributes income to the household |   |
| • Unemployment letter/notice or Workers' Compensation letter  |   |
| • Recent leave and earnings statement (LES) for military personnel  |   |

 **Proof of Residency**

Bring in **one item** that proves where you live. The item must show your street address. Post Office (PO) box numbers will not be accepted.

- Current** = Dated within 60 days of appointment
- Valid** = Not being expired at time of the appointment

- |   |  |
|---|--|
| • Valid S.C. driver's license with current street address                     | • Voter registration card  |
| • Car registration/title  | • Valid S.C. beginner's permit with current street address   |
| • Current bank statement  | • Tax document (most recent) for the self-employed ONLY  |
| • Mortgage or rental agreement  | • Current letter from a reliable third party (such as a social worker, landlord, etc.) confirming your address |
| • Valid S.C. DMV ID card with current street address                          |  |
| • Pay stub or military leave and earnings statement (LES) with street address |  |
| • Current bill with street address  |  |

